

# **NOTICE TO EMPLOYEES:** THIS EMPLOYER IS REGISTERED UNDER THE CALIFORNIA UNEMPLOYMENT INSURANCE CODE AND IS REPORTING WAGE CREDITS THAT ARE BEING ACCUMULATED FOR YOU TO BE USED AS A BASIS FOR:

## **UNEMPLOYMENT INSURANCE** (Paid for entirely by EMPLOYERS' taxes)

- **WHEN YOU ARE UNEMPLOYED, OR WORKING LESS THAN FULL TIME, AND READY, WILLING, AND ABLE TO WORK, YOU MAY BE ELIGIBLE TO RECEIVE UNEMPLOYMENT INSURANCE BENEFITS.**

If you are within California, call: English (800) 300-5616, Spanish (800) 326-8937, Cantonese (800) 547-3506, or Vietnamese (800) 547-2058.

If you are outside California, but within the United States, Canada, Puerto Rico, or the Virgin Islands, call (800) 250-3913.

**NOTE:** Mondays are our busiest days. For fastest service, call Tuesday through Thursday. If you are calling to open a claim, you must call by Friday to receive credit for the week.

and

## **STATE DISABILITY INSURANCE** (Paid for entirely by EMPLOYEES' contributions)

- **WHEN YOU ARE UNABLE TO WORK BECAUSE OF SICKNESS, INJURY, OR PREGNANCY, YOU MAY BE ELIGIBLE TO RECEIVE DISABILITY INSURANCE BENEFITS.**
  1. If this firm operates under an approved Voluntary Plan of Disability Insurance and you have chosen to be covered by it, claim forms should be obtained from your employer.
  2. For State Disability Insurance, you may obtain a claim form from your doctor, hospital, or by contacting your local EDD Disability Insurance Office. The "First Claim for Disability Insurance Benefits," DE 2501, must be mailed within 49 days of the first day of your disability if you are to receive credit from the time you first became disabled. Earlier filing will speed your payment.
  3. The California Unemployment Insurance Code requires your employer to provide you with a copy of "State Disability Insurance Provisions," DE 2515. If you do not already have one, ask your employer for a copy of this brochure.

**For more information about State Disability Insurance benefits,** call the telephone number listed in the "Government pages" of your local telephone directory under "State Government, Employment Development Department, Disability Insurance Office."

**NOTE:** SOME EMPLOYEES MAY BE EXEMPT FROM UNEMPLOYMENT AND DISABILITY INSURANCE COVERAGE.

FILE YOUR CLAIM PROMPTLY. YOU MAY LOSE BENEFITS TO WHICH YOU WOULD OTHERWISE BE ENTITLED IF YOU DELAY FILING YOUR CLAIM.

IT IS ILLEGAL TO MAKE A FALSE STATEMENT OR TO WITHHOLD FACTS TO CLAIM BENEFITS.

FOR ADDITIONAL GENERAL INFORMATION VISIT OUR INTERNET WEBSITE AT [www.edd.ca.gov](http://www.edd.ca.gov)